



State of Delaware, Department of Technology and  
Information (DTI)

## Supplier Diversity Action Plan

---

December 16, 2021



---

## Supplier Diversity Action Plan

### Goals

The goals of the Supplier Diversity Action Plan are to maximize contracting opportunities for businesses owned by minorities, women, veterans, service-disabled veterans, individuals with disabilities and the businesses eligible for the Small Business Focus Program (SBF), as well as increase the transparency for subcontracting opportunities.

---

The Delaware Department of Technology and Information (DTI) is committed, to the maximum extent possible, to supporting the statewide goals for supplier diversity. We will make every effort to provide equal access to procurement opportunities for all suppliers through outreach, education, and process improvements where applicable.

A. Recruitment and Identification of Minority-, Women-, Veteran-, Individuals with Disabilities-Owned Businesses and SBF Small Businesses

To support the Office of Supplier Diversity (OSD), DTI will:

- Continue to co-sponsor the vendor IT staff augmentation open enrollment contracting opportunities;
- Review OSD-certified and self-certified vendors direct spend with OSD;
- Continue to encourage applicable vendors to certify with OSD; and
- Submit to OSD information on certified OSD vendors that submitted responses to Requests for Proposals.

B. Internal & External Supplier Diversity

To ensure outreach on an ongoing basis, DTI will:

- Continue to support the Government Support Services contract delegation process;
- Continue to participate in State events/workshops geared towards assisting diverse businesses and small businesses;
- Provide links to Delaware's Procurement Portal on the [DTI Vendor Information web page](#);
- Disseminate communication developed by OSD for state supplier initiatives; and
- Continue to educate agency managers and staff on opportunities to increase supplier diversity. This includes encouraging supplier diversity best practices training for agency personnel. Procurement training is available through the Delaware Learning Center.

## C. Supplier Diversity Successes & Opportunities

To improve supplier diversity and maximize access for minority-, women-, veteran-, service-disabled veteran-, and individuals with disabilities-owned businesses as well as small businesses, DTI will:

- Report successes and opportunities for improvement to OSD;
- Provide feedback to OSD on proposal submission best practices;
- Work with OSD to identify and address potential barriers to new vendors soliciting business;
- Increase visibility by identifying OSD certified vendors on all authorized vendor listings used for outreach and education;
- Maximize vendor access opportunities by continuing to encourage vendors to register for contract notification services on the Delaware Information Subscription Service website; and
- Ensure maximum access to the DTI's solicitations by posting all Requests for Proposals (RFP) and Requests for Information (RFI) on the central Bid Solicitation Directory website.

---

### **Assessment Period**

The Supplier Diversity Action Plan will be assessed on an annual basis.

---

### **Resources**

#### **Delaware Department of Technology & Information (DTI)**

<https://dti.delaware.gov>

#### **Delaware Office of Supplier Diversity (OSD)**

<https://business.delaware.gov/osd>

#### **Office of Supplier Diversity (OSD) Annual Reports**

<https://business.delaware.gov/osd/reports>

#### **Delaware Procurement Portal - Vendor Registration**

<https://mymarketplace.delaware.gov/vendor-registration.shtml>

#### **Delaware Open Data Portal**

<https://data.delaware.gov>

---